



Employee Health Insurance Statements Frequently Asked Questions (FAQ)s—

September, 2015

The Department of Revenue issues statements to employees for the payment of health insurance deductions when they are not able to be deducted from a regular paycheck or if no paycheck was issued. The following are some frequently asked questions regarding this process.

Why am I receiving a statement when health insurance payments are deducted automatically out of my paycheck?

Our records indicate that you did not receive a paycheck or did not have a health insurance deduction for the pay period(s) reflected on this statement. While you are in an unpaid status, you are responsible for your contribution and must remit payment to prevent termination of your County-sponsored health benefits. Once you return to work, your payroll deductions will resume via the standard payroll process.

I just went on a leave of absence and was told that I would receive a statement from you for my premiums. When can I expect to receive one?

Statements are generated and mailed out after leave begins when an employee is on unpaid status and there is no Cook County paycheck. Employees on leave still utilizing paid time off will have a regular payroll deduction for coverage. Announcements that statements have been mailed, along with due dates, are posted on cookcountyrisk.com.

Why am I receiving a statement when I have returned to work?

Due to the timing of statement processing, it is possible that you may receive statements upon your return to work.

What payment options do I have?

You are able to remit payments in person with cash, check or money order, or by mail with a personal check or money order to 118 N. Clark Street, Room 1160, Chicago, IL 60602. If you anticipate being on leave for an extended period, you can pay ahead on your account (before an amount is due or a higher amount than is due).

How long do I have to remit my payment?

You typically have up to 30 days to remit your payment on your current amount due.

What happens if I do not remit payment within the required timeframe?

As outlined in the accompanying letter, employees currently on an unpaid leave status must pay their account balances in full or return to work by October 26, 2015 or coverage will be terminated November 1, 2015. Employees back at work whose balances are not paid in full by October 26, 2015 will have their accounts turned over to a collection agency.

If you questions about the amount of your premium, contact the Department of Risk Management, Employee Benefits Division at 312-603-8493.